

How to create a virtual library tour

Wintec Library, 2010









Plan

- List everything to be covered- in order
- Run through with a non-librarian



Don't

- Write text at this point- you will only have to re-write it



Film

- Do filming- take more shots/ sequences than you will need- it will save re-doing some.

Where
are?

- All the physical areas you want to cover such as collections.

Text

- Keep this to a minimum and make friendly. Use to emphasise points.

Film

- Works well, as shows collections in context.

How do I

- Used for e. g. how to use the catalogue, how to issue a book on the self-check machine.

Text

- May have more text, but still be as brief as possible and use the same techniques as before.

Stills

- Use photos or screenshots to illustrate text.

Wintec - Library - Windows Internet Explorer


E:\library\index.html

Convert Select

Favorites Customize Links Suggested Sites Web Slice Gallery

Library: Library Tour Wintec - Library

Library



Where is?

How do I?

Where is the Library?	Mostly film
Places and spaces	Text and stills
Loans	Text and screenshots
Collections	Text and film
Self service	Film and text

Done

Computer | Protected Mode: Off

125%

EN

2:36 p.m.
29/04/2010

View

- View film footage on Movie Maker (or iMovie)

Select

- Choose the clips/ section of clips you want to use. Add stills where necessary.

Edit

- Use techniques such as speeding up, fading etc. to get the effect you require.

Take still shots of some things that you want to emphasise e.g. book labels





Text

- Write text to compliment movie.



Text

- Keep it short & friendly- if you want a lot of information link through to it.



Text

- Use techniques such as superinposing text over picture, repetition, referring back/forward to movie to emphasise important information.



Music?

- Should music be added to the movie?



Music

- It can make the tour more accessible, especially for young people. Choose music suitable for your audience.



Music

- There is a lot of free music available on the Web-remember to acknowledge your source .

